

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING**  
**TO BE HELD IN THE WI HALL, POLRUAN**  
**TUESDAY, 25<sup>th</sup> JUNE 2019 at 7pm**

Members of the public and press are invited to attend this meeting of the Council. It should be noted that meetings could be filmed or recorded by broadcasters, the media or members of the public.

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council, prior to the commencement of the meeting.</p> <p>Members to meet with Ms Zoe Hall, CC regarding parking enforcement and possible alternatives. Minute 79a[iii]/2019 refers. NOTE – Cllr. Adams had provided photographs, which had been forwarded to Ms Hall.</p> <p>Members to receive reports from outside authorities as follows:</p> <ol style="list-style-type: none"> <li>1. <i>Police</i> – PC Steve Cocks.</li> <li>2. <i>Tri Services Officer</i> – Myghal (Mike) Larter.</li> <li>3. <i>County Councillor</i> – Cllr. Edwina Hannaford.</li> <li>4. <i>Liskeard &amp; Looe Network Panel Meeting</i> – Members to receive a verbal report of the meeting held on 10<sup>th</sup> June 2019.  NOTE – Members to ‘work up’ a proposal i.r.o. Channel View for consideration under the next round of Network Panel Highway Funding.</li> <li>5. <i>Cornwall Community Land Trust AGM</i> – Cllr. Moore attended the AGM held on 19<sup>th</sup> June.</li> </ol>	<p>Members</p> <p>Cllr. Moore</p>
75/2019	<u>Apologies for Absence</u> – Cllrs. Carter and V. Libby.	
76/2019	<p><u>Members' Declarations</u> –</p> <ol style="list-style-type: none"> <li>a. <i>Pecuniary/Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda.</li> <li>b. <i>Non-registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest is apparent.</li> <li>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</li> <li>d. <i>Dispensations</i> –</li> </ol>	
77/2019	<p><u>Minutes of Meetings</u> –</p> <ol style="list-style-type: none"> <li>a. <i>Full Council Meeting</i> – 28<sup>th</sup> May 2019.</li> </ol>	
78/2019	<p><u>Planning Matters</u> –</p> <ol style="list-style-type: none"> <li>a. <i>Neighbourhood Plan (NP)</i> – Members to receive an update.</li> <li>b. <i>Housing Working Party (HWP) / Affordable Housing</i> – Members to receive an update.</li> <li>c. <i>Planning Applications</i> – including any applications received after the agenda had been published. <ol style="list-style-type: none"> <li>i. <u>PA19/02698, Toms Yard, East Street, Polruan</u> – further infill of seawall to north boundary. Decision deferred to the June meeting, pending clarification of matters raised in the May Public Forum.</li> </ol> </li> </ol>	<p>Cllr. Moore</p> <p>Cllr. Moore</p>

	<p>NOTE – Cllr. Adams had provided a copy of his calculations, which had been shared with Mr Paul Toms.</p> <p>ii. <u>PA19/03948, Lombard Mill, Pont</u> – change of use of traditional stone outbuilding from workshop to Annexe for use of family members.</p> <p>iii. <u>PA19/04943, Blue Cottage, Old Road, Bodinnick</u> – Listed Building Consent for improvement of cottage; replacement of moisture damaged timber panels on the porch and the rear living room windows with like-for-like units.</p>	
79/2019	<p><u>Highway Matters</u> –</p> <p>a. <i>Issues in Liaison with Cormac / Highways</i> – Minute 65a/2019 refers.</p> <p>i. <u>Essa</u> – Mr Paul Allen had been asked for the direction sign at the top of Essa Hill to have the same information on the side facing the road into Polruan; together with the cost of this metal sign.</p> <p>NOTE – Mr Allen had previously advised he considers the sign to be adequate and will not fund the cost.</p> <p>NOTE – Mr Allen advised he had just been made aware that Cornwall Council are wanting a lot of the old ‘blue bordered’ direction signs in the parish to be replaced. He will, therefore, raise the matter of Members’ wish to install timber signs and probably then set up a meeting to discuss further.</p> <p>ii. <u>Satnav Warning Signs</u> – three signs and posts had been ordered to be sited at entrances to (1) Poltec Lane, (2) road leading to Tremeer and the (3) back road to Pont.</p> <p>iii. <u>Lantivet Passing Place</u> – Mr Treve Fowler had been asked to clean the ‘Passing Place’ sign and CC Parking Enforcement had been asked for details of their scheme to purchase additional Civil Enforcement Officers’ (CEOs) time.</p> <p>NOTE – Ms Zoe Hall, CC had confirmed they are authorised to issue PCNs to this clearway and she will arrange some ad-hoc visits to ensure the passing places are kept clear.</p> <p>iv. <u>Lanteglos Highway Signage</u> – Cllr. Moore had sought permission from the landowner for sign to be placed on their hedge, however, Mr Allen had ruled the first option was unsuitable. He is negotiating an alternative with Mrs Jasper.</p> <p>v. <i>Proposed Highway Improvements, Lanteglos Highway</i> – Minute 65h/2019 refers. Mr Allen had been asked for permission for the PC to reinstate some of the previous car parking, with a proper dotted white line; together with an estimate of the cost.</p> <p>b. <i>Footpath 613/27/4, Penpol up through to Colquite</i> – Minute 47e/2019 refers. Mr James Clapp, Cormac is unable to give a timeframe and can only say the structure will be replaced when funds allow.</p> <p>c. <i>Parking Permit Scheme</i> – Public Meeting and Minute 65c/2019 refer. Any PPS should cover Upper and Lower Greenbank, Meadow Close, Meadow Walk and Furze Park. Deferred from the May meeting.</p> <p>i. <i>Parking Permit Scheme</i> – Minute 52a/2019 refers. Members to consider a scheme for Lower and Upper Greenbank.</p> <p>Noted information on such a scheme can be found on CC’s website. A copy of “Civil Parking Enforcement: Town and Parish Council Partnership Working with Cornwall Council” had been circulated via email.</p> <p>ii. <i>Greenbank Fence</i> – Mr Jack Thomas, Cormac had declined permission for a resident to put some small baskets along the fence because these weren’t accounted for during the initial design therefore any additional load could lead to the fence failing.</p>	

	<ul style="list-style-type: none"> <li>d. <i>Overgrown Hedge</i> – Minute 65e/2019 refers. Mr Paul Allen confirmed the area at the entrance to Greenbank by the seat and notice board is publicly maintained highway. He had been asked to cut back the overgrown hedge.</li> <li>e. <i>C. Toms &amp; Sons Yard</i> – Minute 65f/2019. Cllr. Moore had sent the design / plan for appropriate signage and new gate (at the area allocated for deliveries), had been submitted to Mr Toms.</li> <li>f. <i>Bodinnick Grit Bin</i> – arrange filling with grit / salt.</li> <li>g. <i>Mobile Speed Camera</i> – St Cleer PC clarified their scheme for a mobile speed camera to be shared amongst PCs differs from what CC are proposing through the Network Panel. Details previously emailed.</li> <li>h. <i>Battery Park</i> – a complaint had been received i.r.o. overgrown vegetation at the entrance to the road. This had been reported to Highways.</li> </ul>	
80/2019	<p><u>Environmental / Amenity Matters</u> –</p> <ul style="list-style-type: none"> <li>a. <i>Public Conveniences</i> – <ul style="list-style-type: none"> <li>i. <u>The Quay WCs</u> – any issues.</li> <li>ii. <u>Frogmore WCs</u> – any issues.</li> <li>iii. <u>St Saviour’s WCs</u> – Mr Chris Mylward to submit a quotation i.r.o. repairs to the path / step outside the gentleman’s WC, together with a post to prevent traffic mounting the step.</li> <li>iv. <u>Legionella Testing</u> – Mrs Fisher to provide the test results.</li> </ul> </li> <li>b. <i>Parish Emergency / Flood Plan</i> – Minute 48b/2019 refers. Members to consider implementing an Emergency Plan for the parish; and to consider a request to declare a Climate Emergency. <b>Details previously emailed.</b> NOTE – Cllr. Carter had provided a report, previously circulated.</li> <li>c. <i>Seagull Control Programme</i> – Minute 66c/2019. Details of the scheme will be included in the Chairman’s report in the <i>Parish News</i> and an advertisement to be placed in February / March 2020.</li> <li>d. <i>Trade Waste</i> – Minute 66d/2019 refers. A letter of complaint i.r.o. missed collections had been sent to Biffa and their ‘phone number requested in case of a future occurrence.</li> <li>e. <i>Greenbank Fence</i> – Minute 65c/2019 refers. Deferred from the May meeting. Members to consider a proposal to hang small flower baskets on the new fence.</li> </ul>	<p>Cllr. Carter</p> <p>Cllr. Moore / Clerk</p>
81/2019	<p><u>Adoption of Policies and Strategies</u> – Members to consider and re-adopt the following documents, previously circulated via email:</p> <ul style="list-style-type: none"> <li>a. <i>Standing Orders</i> –</li> <li>b. <i>Statement of Internal Control</i> –</li> <li>c. <i>Asset Register</i> –</li> <li>d. <i>Risk Assessments</i> –</li> <li>e. <i>Financial Regulations</i> –</li> <li>f. <i>Freedom of Information Act</i> – publication scheme.</li> <li>g. <i>GDPR Policy</i> –</li> <li>h. <i>Unreasonably Persistent and/or Vexatious Complaints</i> –</li> <li>i. <i>Communications Strategy</i> –</li> <li>j. <i>Social Media</i> –</li> <li>k. <i>Complaints Policy</i> –</li> <li>l. <i>H&amp;S Policy</i> –</li> </ul>	

82/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Insurance Renewal</i> – the current cover expired on 31<sup>st</sup> May 2018. Members to consider the quotation.</p> <p>b. <i>Accounts for Payment</i> – schedule 2019/20-03.</p> <p>c. <i>Bank Reconciliation</i> – the bank reconciliation to be verified.</p> <p>d. <i>Budget Monitor</i> – to be circulated at the meeting.</p> <p>e. <i>Income and Expenditure</i> – copy of the 2018/19 I&amp;E attached.</p> <p>f. <i>Pension Regulations</i> – the Clerk had re-declared Crowan Parish Council with The Pensions Regulator under the Pensions Act 2008 on 3<sup>rd</sup> June.</p> <p>g. <i>Polruan Village Hall</i> – Ms Suzanne Goddard had been asked to forward a copy of the VH accounts, when available.</p>	<p>Cllr. V. Libby</p> <p>Information</p>
83/2019	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a.</p>	
84/2019	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a.</p>	
85/2019	<p><u>Diary Dates</u> – details previously circulated</p> <p>a. <i>Full Council Meeting</i> – 23<sup>rd</sup> July 2019, Polruan WI Hall. Members to confirm there will not be a meeting in August.</p> <p>b. <i>Neighbourhood Plan Meeting</i> – TBC.</p> <p>c. <i>Housing Working Party</i> – TBC.</p>	
86/2019	<p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded, and they are instructed to withdraw.</p>	
87/2019	<p><u>Enforcement Cases</u> – Members' to receive any updates.</p>	
88/2019	<p><u>Meeting Closed</u> –</p>	

Signature: ..... (Mrs Gillian Thompson)  
Parish Clerk

Date: 17<sup>th</sup> June 2019

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